



DEPARTMENT OF THE TREASURY
FINANCIAL CRIMES ENFORCEMENT NETWORK

VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENTNUMBER : FINCN/02-033KRH

OPENING DATE : 10/02/02

CLOSING DATE : 10/16/02

POSITION : Supervisory Program Officer
(Temporary Promotion – Not to exceed Two years.
May become permanent)

SERIES AND GRADE : GS-0301-15 (FPL: 15)

NUMBER OF VACANCIES : One

SALARY RANGE : \$92,060 to \$119,682 per annum

ORGANIZATION : Department of the Treasury
Financial Crimes Enforcement Network (FinCEN)
Office of Compliance and Regulatory Enforcement

DUTY STATION : Washington, D.C.

APPLICATIONS WILL BE ACCEPTED FROM : FinCEN employees with competitive status within the Washington, D.C. commuting area.

Summary of Duties: This position serves as the Chief, Depository Institutions/Securities Programs in the Financial Crimes Enforcement Network's (FinCEN) Office of Compliance and Regulatory Enforcement (OCE). The purpose of this position is to manage the development, implementation and administration of FinCEN's regulatory programs for the depository institutions and securities industries to carry out the purposes of the record-keeping, reporting and anti-money laundering provisions of the Bank Secrecy Act (BSA). The incumbent will be responsible for developing, implementing, and administering the regulatory outreach programs for the depository institutions and securities industries. Responsibilities include coordinating with and providing program support to the Federal Deposit Insurance Corporation, the Office of the Comptroller of the Currency, the Office of Thrift Supervision, the National Credit Union Association, the Securities and Exchange Commission and other regulatory agencies. The incumbent will also develop and administer BSA regulatory training, educational materials, and other interpretative guidance, and will respond to difficult or precedent setting inquiries on BSA matters. Evaluates the effectiveness of the BSA and identifies the need for changes in regulations, rulings, and policies affecting the industry. Briefs higher-level managers; briefs industry groups to comply with federal regulations; makes significant public addresses to groups such as trade associations; and explains program goals and objectives to subordinate team leaders and employees.

SUMMARY OF QUALIFICATION REQUIREMENTS: Applicants must have one year of specialized experience equivalent to the next lower grade level. Specialized experience is experience that equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled.

Other: Applicants must have demonstrated in their work experience or training that they possess, or have the potential to develop, the quality of successful supervision.

TIME-IN-GRADE REQUIREMENT: Applicants must have 52 weeks of Federal service equivalent to the next lower grade level. Applicants must meet time-in-grade and qualification requirements within 60 days from the closing date of this announcement.

SELECTIVE FACTOR: Please be sure to address how your qualifications meet the following selective factor: Significant skill in the application of the Bank Secrecy Act (BSA) and implementing regulations. (The applicant must show demonstrated experience and knowledge regarding the operations of depository institutions or securities firms, and the regulatory framework in which they operate).

APPLICANTS WILL BE EVALUATED AGAINST THE FOLLOWING CRITERIA:

1. Knowledge of the organization and operations of financial regulatory agencies and of the BSA regulatory examination process.
2. Ability to manage, direct, and implement a major program.
3. Demonstrated ability to analyze, apply judgment, and handle responsibilities in extremely complex situations.
4. Skill interpreting legislation, regulations, and administrative rulings.
5. Ability to communicate effectively orally and in writing.
6. Ability to effectively promote Equal Employment Opportunities programs.

Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply.

CONDITIONS OF EMPLOYMENT AND OTHER REQUIREMENTS OF THIS VACANCY:

Background Investigation: This position is a sensitive position and the tentative selectee must undergo and successfully complete a background investigation as a condition of placement/retention in the position.

Drug Screening: The position has been identified as a Testing Designated Position under the U.S. Customs Service, Drug-Free Workplace Program. Satisfactory completion of the drug test is a condition of placement and/or employment in the position and incumbents of this position are, thereafter, subject to Random Drug Screening.

Supervisory/Managerial Probationary Period. Selectee may be required to serve a one-year probationary period upon appointment to this position. Completion of an appropriate supervisory training course during the probationary period.

Tax Record Check. Selectee is subject to the requirement of the U.S. Department of the Treasury to undergo a pre-appointment as well as annual income tax filing record check.

Statement of Employment and Financial Interests is Required.

Other Information:

Eligible CTAP/ICTAP employees within the commuting area who submit documentary evidence of eligibility (RIF notice or certificate of expected separation or other agency certification) and are found well qualified will receive selection priority as provided by regulations. In order to be determined well qualified, candidates must receive an excellent or good score when rated against each primary criterion.

Eligible displaced employees of the former Panama Canal Zone who submit documentary evidence of eligibility (a RIF separation notice) and are found well qualified will receive special selection priority to positions throughout the continental United States.

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Eligible displaced employees of the District of Columbia Department of Corrections who submit documentary evidence of eligibility (a RIF separation notice) and are found qualified will receive selection priority to positions throughout the continental United States.

All candidates **MUST** be a citizen of the United States and present proof of citizenship, if selected.

Male applicants born after December 31, 1959, must certify that they have registered with the Selective Service System or are exempt from having to do so under Selective Service law, if selected.

All Financial Crimes Enforcement Network employees are required to participate in Direct Deposit/Electronic Funds Transfer for salary payments.

No Relocation Expenses will be paid.

Financial Crimes Enforcement Network (FinCEN) employees **MUST** include the OF 612 "Optional Application for Federal Employment" or resume. To receive full consideration for this position, employees should address the evaluation criteria on plain bond paper, and submit a copy of their most recent performance appraisal.

To obtain a copy of the OF 612 "Optional Application for Federal Employment", log onto www.usajobs.opm.gov/OF612.htm.

SUBMIT APPLICATION MATERIALS TO:

Application materials **MUST** be mailed to:

**Financial Crimes Enforcement Network
Human Resources
Vacancy Announcement: FINCN/02-033KRH
P.O. Box 39
Vienna, VA 22183-0039**

For additional copies of this Vacancy Announcement, please call: 1-800-944-7725.

For additional information, please call: Patti Warren (703) 905-3971. TDD (703) 905-3839.

NOTES: All application materials **MUST** be sent to the mailing address shown. All materials and the envelope **MUST** include the vacancy announcement number. There may be delays in the receipt and processing of improperly addressed correspondence. FAX documents will not be accepted. Applications are not to be mailed in U.S. Government "For Official Use Only" postage and fees paid envelopes. Individuals submitting applications material using U.S. Government, "Official Use Only" postage and fees paid envelopes will not receive consideration under the vacancy announcement. Applications will become part of the vacancy announcement case file and will not be returned to the applicant. Acknowledgment of receipt will be sent to all applicants.

The Financial Crimes Enforcement Network (FinCEN) provides reasonable accommodations to applicants with disabilities on a case-by-case basis. Applicants should notify the point of contact on this vacancy announcement if a reasonable accommodation is needed for any part of the application and hiring process.

FinCEN offers flexible work schedules, a comprehensive leave program, financial assistance to employees who use public transportation commuting to work, and reimbursement for approved training. All employees are assigned individual state-of-the-art computers. The office is located in a modern commercial building in Northwest Washington, DC. FinCEN also offers attractive health, life, and long-term care insurance programs, plus, offers newer employees a three tier retirement plan that includes a retirement contribution program with matching funds or, as applicable, continuance in the Civil Service Retirement System.

The Financial Crimes Enforcement Network (FinCEN) is an Equal Opportunity Employer. All candidates will be considered regardless of their race, color, religion, sex, national origin, age,

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sexual orientation, protected genetic information, status as a parent, lawful political affiliation, marital status, physical/mental disability (if not a job factor), membership or non-membership in an employee organization, or any other non-merit factor.